



Northcentral University



## Bachelor of Business Administration: Management

### STUDENT DATA:

NAME: ROADMAP'S DEGREE

SSN: 000-00-0000

Credit Required	Potential Credit
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### Degree Overview

The Bachelor of Business Administration degree program provides learners an opportunity to acquire fundamental knowledge and skills related to the basic business functions. Learners also have an opportunity to gain in-depth knowledge of a specific business function.

### Search Strategies (LS 1010)

3.00

(By learning to conduct meaningful searches for information and resources, this course is designed to help Learners develop information literacy—the ability to locate, evaluate, and use information to become independent and productive in both academic and professional roles.)

### English Composition I (LS 1002)

3.00

(The purpose of this course is to guide the learner through the writing process to develop expository prose with an emphasis on effective organization and on correctness. College credit by examination may apply.)  
{DANTES Code = 11.07.00}

### English Composition II (LS 2002)

3.00

(This course focuses on applied writing using references, citations, and a bibliography. This course requires the completion of an 8-10 page research paper. This research paper may be on any subject of interest to the Learner. However, cited outside sources of information (rather than just your opinion) must be used. College credit by examination may apply.)  
{DANTES Code = 11.07.00}

### Mathematics (LS 1008) or College Algebra (LS1009)

3.00

(This course focuses on the practical application of mathematics using the basic concepts of logic, statistics, finance, geometry, trigonometry, and calculus. College credit by examination may apply.)  
{DANTES Code = 14.09.00 or 14.09.06 or 14.04.00 or 14.04.01 or 14.06.00 or 14.06.01}

### Introduction to Business (BUS 3000)

3.00

(In order to function effectively in business it is necessary to understand the nature of business and the environment in which business operates. Environment is the total environment within which the organization operates. This includes the internal elements and external constituencies. Each business organization has a personality, a character, and a nature of

its own. This course explores the nature of business and its environment.  
College credit by examination may apply.)  
{DANTES Code = 03.10.07}

**Basic Business Law (BUS 3001)****3.00**

(The approach of this course is to familiarize business law Learners with how basic legal principles affect the everyday procedures in business. The Learner will learn how to use legal principles in everyday life by utilizing the practical knowledge learned. The course introduces the laws of contracts as the foundation for the legal regulation of business. College credit by examination may apply.)  
{DANTES Code = 12.01.00}

**Practical Business Accounting (BUS 3002)****3.00**

(Accounting is the language of business. It provides information to managers, owners, investors, governmental agencies, and others inside and outside the organization. It is a system that measures the activities of a business in financial terms.)  
{DANTES Code = 03.01.00}

**Computer Information Systems (BUS 3003)****3.00**

(Every day billions of packets of data are produced and distributed throughout the business world as written, graphic, pictorial, and numerical data. America's single greatest output is information: written, spoken, and computer-generated. How the computer is used to generate, store, retrieve, correct and update, transmit and receive, and process the vast quantity and variation of information is essential to the business manager. This course explores how to generate and manage business information.)  
{DANTES Code = 05.02.00}

**Economics (BUS 3004)****3.00**

(To understand business functions it is important to understand the micro-economic organization (the business) operating within a larger macro-economic system (the economy). This course examines economic theory as it relates to pricing and supply and demand. Also, it covers money and banking as well as production, income and employment. College credit by examination may apply.)  
{DANTES Code = 20.05.00}

**Management Concentration****18.00**

(Choose six courses from the list below:

Small Business Management (BUS 4001)  
Essentials of Human Resources Management (BUS 4002)  
Money, Banking and Business Finance (BUS 4003)  
Supervisory Management (BUS 4004)  
Career Management and Personal Marketing (BUS 4005)  
Administrative Office Management (BUS 4009)  
Manufacturing Systems (BUS 4010)

College credit by examination may apply. Visit the NCU website for a description of these courses.)  
{DANTES Code = 03.10.06 or 03.13.00 or 03.02.00}

**Management / Business Electives****9.00**

(College credit by examination may apply. Visit the NCU website for a description of courses available.)

{DANTES Code = 03.10.XX series or most 03.XX.XX series}

**Humanities Electives****6.00**

Choose two courses from the following:

American Literature (HU 1001)

Introduction to African American Studies (HU 1002)

Appreciating the Visual Arts (HU 1003)

The Art of Wondering and Philosophy (HU 1004)

Concert Music - The Fine Art of Listening (HU 1006)

My Community's History (HU 1007)

Exploring Cinema (HU 1008)

Culture and Religion (HU 1009)

The Short Story (HU 1010)

{DANTES Code = 08.06.00 or most 08.XX.XX series} Visit the NCU website for a description of these courses.

**Natural Science Electives****6.00**

Choose two courses from the following:

Introduction to Meteorology (NS 1002)

Introduction to Geology (NS 1003)

Controversial Environmental Issues (NS 1004)

General Biology (NS 1005)

Health and Nutrition (NS 1006)

{DANTES Code = 16.13.00 or 16.99.00 or most 16.XX.XX series} Visit the NCU website for a description of these courses.

**Political or Social Science Electives****6.00**

Choose two courses from the following:

American History (PS 1001)

U.S. Government (PS 1002)

Western Civilization (PS 1008)

Marriage and Family (SS 1003)

Sociology (SS 1004)

Psychology of Adjustment (SS 1005)

Psychology in Business (SS 1007)

Introduction to Cultures (SS 1009)

Storytelling (SS 3007)

{DANTES Code see 20.XX.XX series} Visit the NCU website for a description of these courses.

**General Education / Liberal Arts Electives****9.00**

Select from courses in Humanities, Natural Sciences, Political or Social Sciences. (College credit by examination may apply. Visit the NCU website for a description of courses available.)

**Free Electives****39.00**

(College credit by examination may apply. Visit the NCU website for a description of courses available.)

**Excess or Duplicate Credit**

**TOTAL** ..... **120.00** **0.00**

Thank you for requesting support from the U.S. Coast Guard Institute (CGI). Whereas we serve as an activity in support of your unit Educational Services Officer (ESO), you are encouraged to seek assistance from your local ESO in your academic endeavors. The following information is provided to help you understand what is presented in this degree plan:

This document is an UNOFFICIAL Degree Plan to provide you with a preliminary assessment of how your prior learning experiences might fit into the specified degree program for this academic institution. If you choose to pursue this degree option, you must present it to a college representative, who will review it for the following:

- o Accurate representation of the college's degree program requirements, including course numbers and titles, credit hours for each course, lower- and upper-level course requirements, and the total number of credits needed for the degree.
- o Appropriate assignment of ACE Guide-recommended credit at the lower or upper level for military service schools and occupations, CLEP, DSST, and other tests, transfer credit for courses from other colleges and universities, certification programs, etc.
- o Appropriate assignment of SOC Course Category Codes from the SOC Handbook Transferability Tables. The SOC Degree Program Handbooks can be obtained from the SOC web site at: [www.soc.aascu.org](http://www.soc.aascu.org) should you wish to learn more about the course transfer guarantees among SOC network institutions.

**IMPORTANT NOTE:** When you are ready to seek admission into this degree program, please contact the USCG Institute at 1-405-954-7241. Your advisor will send the college or university an official U.S. Coast Guard Institute transcript, a copy of the degree plan, and a ready-for-signature SOC Student Agreement which, when signed by a college official, becomes a contract for degree completion committing the college or university to supporting you in your academic endeavors.

Credit for all courses you have taken must be reflected on official transcripts sent directly to this college from the administrative offices of the colleges you previously attended. This degree plan is often used for information purposes by college counselors pending receipt of the official transcripts from the source colleges.

This degree plan is not intended to compete with your local college or university. Keep in mind, you are allowed to transfer in a significant amount of the degree requirements to this institution. As such, credit from local colleges, college level examination programs, or advanced military training may be applied to this degree. You may also complete the courses necessary from this college either in residence (on campus or possibly on a military base at a campus extension in the

Education Center) or through distance delivery of the courses. If you have questions, please contact the college counselor or your advisor listed at the bottom of this Degree Plan.

#### DEGREE PLAN LEGEND:

SH = Semester hours  
VOC = Vocational, not relative to an academic degree  
LL = Lower Level, i.e. courses at the Freshman/Sophomore level  
UL = Upper Level, i.e. courses at the Junior/Senior level  
GL = Graduate Level (sometimes recommended by ACE for very complex courses)  
[#] such as [EN024A] or [EN024B] = SOC Course Category Codes\*  
{#} such as {DANTES Code = 01.02.03} = DANTES Academic Codes \*\*

\* SOC Course Category Codes: Service members Opportunity Colleges (SOC) is a consortium of over 1,600 accredited colleges and universities seeking to provide degree opportunities to the military. Over 170 of these institutions participate in network degree programs developed for the Army, Navy, Marine Corps, and Coast Guard. A SOC course category number beside a course from one of these institutions, such as [EN024A] or [EN024B] for English Composition, indicates that courses from other degree program institutions with the same code may be taken to satisfy the degree requirement. See the SOC Degree Programs Handbooks at <http://www.soc.aascu.org/>

\*\* DANTES Academic Codes: The Defense Activity for Non-Traditional Education Support (DANTES) publishes the DANTES Independent Study Catalog (DISC) annually, which lists more than 6,000 courses from dozens of regionally accredited colleges and universities. Because this is a degree from a SOC affiliated college, the academic residency requirements are limited, thereby allowing students to transfer in a significant portion of the degree, as mentioned above. If the course you desire to take is not offered by this institution when you want to take it, consider the opportunities the courses in the DISC present. For more information, visit [http://www.dantes.doded.mil/dantes\\_web/distancelearning/disc/front/cont.htm](http://www.dantes.doded.mil/dantes_web/distancelearning/disc/front/cont.htm) Keep in mind, you should always check with the counselor or academic advisor at this institution before enrolling in a course listed in the DISC to ensure it will be accepted in transfer toward this degree.

#### Northcentral University (NCU) General Information:

Northcentral University is a regionally accredited distance learning institution offering adult degree programs from the bachelor's through the doctorate level in psychology, business, technology management, and education - in an online format.

The degree programs and prerequisites are located on the college web-site [www.ncu.edu](http://www.ncu.edu).

The average cost for tuition per course is \$375 per credit hour for undergraduate, and \$475 per credit hour for graduate (subject to change), however, NCU offers an institutional scholarship to servicemembers eligible for tuition assistance benefits. For those eligible for tuition assistance benefits, this may enable you to pursue this degree tuition-free.

All Federal, County and State Employees (Regular and retired):

Undergraduate	\$250.00
Graduate	\$285.00

Includes Law Enforcement, Fire personal, Campus Security and Correction Officers.  
Requires pay stub verifying employment or retirement.

Military:

Military with T/A	Whatever T/A pays with a \$250 minimum.
Undergraduate	\$250.00
Graduate	\$250.00

Military without T/A or retired (Requires pay stub verifying status)	
Undergraduate	\$250.00
Graduate	\$285.00

Northcentral University degers their tuition for Army students until the courses is complete.

Objectives:

The objectives for the Bachelor of Business Administration degree program are:

1. to provide Learners with the knowledge and skills necessary to understand and function effectively in a business and administrative organization;
2. to familiarize Learners with the fundamental bodies of theoretical and applied knowledge of business represented in the core courses;
3. to provide Learners an opportunity to concentrate their learning in areas such as accounting, marketing, and management as represented in upper level courses;
4. to enable Learners to integrate formal academic learning with their business related experiential learning so that meaningful personalized learning results that relates to their personal or professional needs;
5. to encourage Learners to experience self-improvement and professional growth;  
and
6. to expose Learners to the global business environment.

To meet these learning objectives, Learners are required to satisfy courses in the following three areas: Core Business Courses, General Education Courses, and Elective Business Courses.

For your next step in pursuing this Bachelors of Business Administration: Management degree, please contact:

Franc Lopez  
Director of Military Recruitment  
Northcentral University  
505 West Whipple Street  
Prescott, AZ 86301  
(877) 756-0839  
Website: <http://www.ncu.edu>

## POLICY NOTES:

Admission to the Bachelor's degree programs requires a high school diploma, completion of a GED, successfully completed college courses, or other equivalent means of verifying that the applicant is ready to begin or continue college level work. Alternately, conditional admission to the bachelor's programs is open to all applicants contingent upon the satisfactory completion of LS 1007 as the first course.

The Bachelor's degree requires a total of 120 semester credits. A minimum of 30 credits of instruction must be completed through the university. A minimum of 39 credits must be in general education with requirements in several specified areas. A minimum of 42 credits must be in the Business program area with 15 of those credits in the required core courses. A cumulative grade point average of "C", 2.0, or higher is required. The university may accept a maximum of 90 semester credits in transfer toward the Bachelor's degree for course work completed at an accredited college or university with a grade average of "C" or better. Up to 69 semester credits may be transferred from all 2-year programs.

To earn a concentration that will be recorded on your transcript, complete a minimum of 6 courses (18 credits) in any one area. If you do not want a concentration, then select courses from several areas that interests you.

This college is rated as one of the nation's best in U.S. News & World Report's "America's Best Colleges" issue.

Evaluation completed by: Charles Morrison

On: 31 July 2007